

**Prevention & Public Education**  
**Meeting Minutes for March 26, 2001**  
**Host Airport Hotel**  
**8945 Airport Boulevard**  
**Sacramento, California**  
**2:00pm – 7:00pm**

**I. Introduction**

Members Present: Jan Ogar, Fred Claridge, Chris Ryther, Maureen Phillips, Nancy Lapolla, Paul Maxwell, Sharon Pacyna, Beth Sise, and Cindy Hearrell.  
Others Present: Bonnie Sinz, Eileen Yamada, Sue Cox, Roselyn Cope and Miranda Swanson.

Minutes from the last meeting were approved as presented.

**II. Business Items**

- ?? Eileen Yamada gave a presentation on asthma, regarding basic facts, statistics, asthma management, environmental factors, preventative measures, and the EMS role in the community.

?? Data Elements Draft

1. Bonnie Sinz distributed the draft to the group for comments.
2. Slight changes were made throughout the document.
3. Each member was instructed to present the draft to the sub-groups for additional comment.

?? System Standards and Guidelines

1. Comments on the System Standards and Guidelines are due by September 30<sup>th</sup>.
2. Roselyn will compile all recommendations.
3. If there are conflicting recommendations from groups, it will be brought to the Vision Leadership Team, where it will be discussed and resolved.
4. A revised draft will be sent to local EMS agencies for their revisions.
5. A final draft will be presented to the Commission upon completion.

?? Data Subgroup

1. The objective is to develop a uniform database.
2. The group spent time working on the definitions from Bonnie's material.
3. Sharon will call Bonnie regarding questions on E-codes.
4. If there is more to add to the definitions document, the group will have a conference call.

?? Registry

1. The Prevention and Public Education Program Registry will be added to EMSA's website.
2. The following have already been developed: an introduction page, a registry online form, a query form, a "thank you" for filling out the registry form, Injury Prevention Basics 101, links to other prevention sources, and potential grant funding links.
3. The group wants to make a disclaimer statement mandatory for any funding through EMSA and any OTS grant.

?? Employee Wellness and Safety

1. There was discussion about adding information to the website on Employee Safety in either a registry format of with specific information and links.
2. There was a discussion of designing the site with different sections similar to the design of the EMSAAC website.  
-Michael Osur will investigate that possibility further and report at the next meeting.
3. Maureen shared NHTSA brochures on shift work. Access information to this type of material would be appropriate for the website.
4. Michael and Maureen's group will have a conference call before the next meeting.

**III. Next Meeting**

The next meeting is scheduled for June 18, 2001 from 2-7pm. The location will either be Oakland or San Francisco.